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Minutes, College of Arts & Sciences Faculty Meeting, March 28, 1985

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MEMORANDUM

ROLLINS COLLEGE

File

From Marvin E. Newman, Chair of the Faculty

Date March 19, 1985

To All Faculty, Administration, and Professional Staff

Copies To President Seymour; Deans: NeNicola, Lancaster, Watkins, Eller and Miller.

Subject NOTICE OF FACULTY MEETING

The faculty of the College will meet on Thursday, March 28, 1985, at 3:30 p.m. in the Crummer Auditorium.

AGENDA

1. Minutes of the meeting of February 28, 1985
2. Reports
 - A) Administration
 1. President Seymour
 2. Dean DeNicola
 3. Dean Watkins
 4. Dean Miller
 - B) Standing Committees
 1. Professor Neilson: Curriculum
 2. Professor R. Carson: Financial Aid
 3. Professor T. Cook: Standards
 4. Professor Eng-Wilmot: Admissions
 5. Professor Kerr: Intercollegiate Athletics
 6. Professor Skidmore: Faculty Compensation and Professional Development
 7. Professor Curb: Nominating
 8. Professors Starling & Satcher: Campus Life
 9. Professor B. Carson: Special Programs
 10. Professor Phelan: Honors Degree Program Supervisory Board
 11. Professor O'Sullivan: Continuing Education
3. Old Business: Report-Search Committee: Dean of Admissions and Financial Aid.
4. New Business:
 - A) Resolution of the Standards Committee: New "Incomplete" grade requirements
 - B) New majors: Philosophy; Religion. Related minors.
 - C) Task force on By-Law revisions.
5. General Announcements:

426

MEMORANDUM

ROLLINS COLLEGE

From T. Cook, Standards Committee Chair *TC*
To The Faculty of the College

Date March 26, 1985

Copies To

Subject

Esteemed Colleagues:

You will have noticed that the agenda for Thursday's faculty meeting calls for a resolution from the Standards Committee regarding procedures for "Incomplete" grades. Since the resolution itself was not included in the agenda, and since faculty members might want to read, think about and discuss the policy before the actual meeting, I am sending this copy of our policy proposal to you now.

Present policy states that "A mark of I, indicating that the work of a course is Incomplete, may be assigned only when circumstances beyond the control of the student, such as illness or necessary absence from the campus, have made it impossible for the student to complete the work of the course within the normal period." The Standards Committee proposal would not change this statement of purpose at all. But the procedure for assigning the grade of Incomplete and the time-period for completion of the work would be changed in the following way:

To receive a grade of "Incomplete," the student must present to the Registrar an "I-Form" bearing the signatures of the student and the course instructor, indicating the reason for the incomplete and the agreed-upon date for completion of the course work. Course work must be completed and a grade submitted to the Registrar by the end of the second week of the next full semester (Fall or Spring semester). Extensions of this deadline may be granted by the Dean of the College after consultation with the student and the instructor. Failure to complete the course in the designated time will result in the assignment of a grade of "F".

The intent of the proposed policy is to encourage (nay, require) students to commit themselves to a specific date, early in the next full semester, for completion of incomplete course work. This would prevent students from carrying overloads well into the next semester (as so many students do). In addition, it would prevent students from using incompletes to avoid academic probation or dismissal (as some students do). Present policy permits situations in which a student is informed two-thirds into a term that he/she is retroactively on probation for the prior semester. Moreover, sometimes we find at mid-term that a student should have been academically dismissed based on grades from a prior semester. The proposed policy would help in all these areas.

Many thanks for your consideration of the proposed policy.

Proposed: That the requirements for the Religious Studies major and minor be as follows:

Religious Studies Minor

- a) R 113 World Religions: Far Eastern
R 205 or R 206 Old Testament or New Testament
Two of three: R 217 Judaism: Its Origins and Development
R 218 Christianity: Thought and Practice
R 219 Islam: Religion and Society
- b) Three electives in the Department (at least 2 at 300-400 level, not fewer than two in Religion).
- c) Senior Independent Study 498.

Religious Studies Major

- a) R 113 World Religions: Far Eastern
R 205 or R 206 Old Testament or New Testament
PH 230 History of Early Western Philosophy
R 217 Judaism: Its Origins and Development
R 218 Christianity: Thought and Practice
R 219 Islam: Religion and Society
- b) Five electives in the Department (4 at 300-400 level, not fewer than 3 in Religion).
- c) Senior Thesis 499.

NOTE: These will replace Philosophy and Religion Major and Philosophy and Religion Minor.

MEETING OF THE FACULTY OF THE COLLEGE

Minutes

March 28, 1985

Faculty recorded present: Barry Allen, Barbara Carson, Robert Carson, Doug Child, Ed Cohen, Tom COok, Rosemary Curb, Daniel DeNicola, Rick Fogelson, Barbara Frew, Don Griffin, Bill Hepburn, Peggy Jarnigan, Kathleen Johnson, Roy Kerr, Sara Ketchum, Patricia Lancaster, Jack Lane, Barry Levis, Richard Lima, Fidel Lopez-Criado, Steve Neilson, Marvin Newman, Alan Nordstrom, Maurice O'Sullivan, Nadine Posner, John Ross, Marie Shafe, Alexandra Skidmore, Luis Valdes, Larry Van Sickle, James Wahat, James Warden, Bari Watkins, Donna Williams, Gary Williams.

The Faculty of the College of Arts and Sciences met on March 28, 1985 at 3:41 P.M. in Crummer Auditorium. Professor Marvin Newman presided.

The minutes were approved.

I. Administrative Reports

- A. President Seymour reported that Trustees of the Jesse Ball DuPont Foundation will be on campus for a formal visit. They will be hear our request for a challenge grant to fund a Social Sciences Building.

President Seymour's efforts will focus upon leadership grants through 1985. Most of his calendar for April will focus upon development activities.

- B. Ober Tyus discussed the schedule for the dedication of the Olin Library, April 17. He indicated that faculty members on the Centennial Committee include: Lary Eng-Wilmot, Jack Lane, Jean West and Joe Nassif.

- C. Dean DeNicola reported that he has been traveling for development as well. The Search Committee for the Dean of Admissions and Financial Aid is in place, ads have been placed, applications are being received and procedures for assessment have been discussed.

A grant was received to establish an Office of Institutional Research. Research regarding tuition pricing and marketing will move the college to a research basis. The entering class for 1985 has been cut to 390. Funds for scholarships have been increased. New markets for students have been opened.

Discussions have begun with Miami-Dade Community College for an organized program for transfer of good students. A half-time

position has been established in Admissions to deal with all transfer students.

Some \$63,000 additional funds have been made available for the renovation of the Student Center this summer.

- D. Dean Watkins expressed appreciation to those persons who attended the "Difference and Dignity Week."

Retention of students was up in February and March. Rollins will be part of a research base over the coming year as researchers at the University of Georgia conduct studies regarding minority students on predominately white campuses.

II. Standing Committee Reports

A. Curriculum

Steve Neilson indicated the committee is reviewing registration procedures and the "N" general education requirement. A resolution to establish a major in Religious Studies was presented and passed. Requirements for the major and minor are attached.

B. Financial Aid

Bob Carson reported that the committee will be sending letters to U.S. Senators and Representatives from Florida regarding recent cutbacks in federal financial aid.

C. Intercollegiate Athletics

Roy Kerr indicated that requests for waivers for students participating in intramural sports are being considered.

D. Faculty Compensation/Professional Development

Sandy Skidmore stated that a 5-year plan for faculty compensation is being developed and will be brought before a colloquium in late April or early May. Faculty loads are being reviewed.

E. Nominating

Rosemary Curb invited faculty participation for those interested in serving on committees next year.

F. Special Programs

Barbara Carson reported that a plan for students to participate in a program in Britain was being developed.

G. Honors Degree Program

Steve Phelan indicated the Honors guide for the entering Freshman class will be ready the first week of April.

H. Continuing Education

Socky O'Sullivan reported that the committee is reviewing the policy regarding the number of regular undergraduate students who can enroll in DCE courses. A proposed major in Organizational Behavior for DCE has gone to the Curriculum Committee.

I. Standards

Tom Cook presented a resolution regarding the "Incomplete" grade policy. After much discussion, a "straw vote" was taken as a recommendation to the Steering Committee. No quorum was present, therefore the resolution was voted upon and passed by the Steering Committee.

The resolution read as follows:

BE IT RESOLVED THAT:

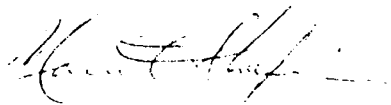
Present policies regarding "Incompletes" be revised as follows:

To receive a grade of "Incomplete," the student must present to the Registrar an "I-Form" bearing the signatures of the student and the course instructor, indicating the reason for the incomplete and the agreed-upon date for completion of the course work. Course work must be completed and a grade submitted to the Registrar by the end of the second week of the next full semester (Fall or Spring semester). Extensions of this deadline may be granted by the Dean of the College after consultation with the student and the instructor. Failure to complete the course in the designated time will result in the assignment of a grade of "F."

This policy change shall be announced and published once, and shall be effective for the Spring Term, 1985.

The meeting was adjourned at 4:55 P.M.

Respectfully Submitted,



Marie C. Shafe
Secretary of the Faculty